

Title 18

Article V

Section 15- Downtown Overlay District

(January 14, 2013 draft)

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18.5.15.01 General description.

The Downtown District Overlay Zoning is added as an overlay district to the existing zoning and signage for this area. All provisions of the underlying district zoning are applicable. In instances where the Downtown Overlay Zoning District requirements or allowances contradict the underlying zoning district or signage regulations, the Downtown District Overlay Zoning shall be controlling. When a building or feature identified within this overlay or within the underlying zoning district is replaced, the replacement shall conform to the regulations.

This district is intended to preserve and enhance the unique character of the area the district encompasses by establishing special standards that address aesthetics, access, site development, screening, landscaping, and parking.

18.5.15.02 Boundaries.

The Downtown Overlay District is generally located within the following boundaries:

1. Property located north of Sherman Street to and including properties fronting Lazelle, on the east properties fronting Middle Street and to the west, properties fronting 4th Street.

18.5.15.03 Design Guidelines.

1. General Building Design

The architecture of buildings in this zone should generally reflect an urban main street quality. While variations in architectural style and interest will be accommodated, the built environment should be developed to a human scale and encourage pedestrian circulation.

- a. The following general building design criteria apply to development within this zone:
 - i. Buildings within the same development complex or setting should consistently use colors, materials, textures, patterns, and rhythms found with other buildings in the complex.

- ii. The perceived mass of a building should be broken down by using building façade articulation, variations in roof forms, mass and void techniques, modification of textures and colors, deep set windows, wide building arcades, the accenting of building entries, and the use of building focal points or vertical accents. All elevations of the building should express consistent architectural detailing and character.
- iii. Development design should encourage walking and biking rather than driving between businesses.

2. Awning and Arcade Design

- a. Sign lettering and/or logos should comprise no more than 30% of the total exterior surface of an awning or canopy, and shall be included in the calculation of the allowable sign area. Existing awnings or canopies that exceed this requirement may remain until they are replaced.
- b. Awnings may be provided along the entire frontage of commercial buildings. Marquees are encouraged where appropriate.
- c. Awnings or canopies shall be hung above the display window space at least 8-10 feet above the public walkway with a minimum 8-foot vertical clearance. They may extend 6-8 feet over the walkway from the building's face.

3. Fenestration

- a. Buildings should meet the ground with a solid base treatment that creates a visual transition from sidewalk to building wall.
- b. Windows shall not be opaque.
- c. Building entrances should be defined for ease of use. Weather protection features are also encouraged.
- d. Display windows on the ground floor of retail and commercial buildings shall be the predominant surface on the first story. New commercial construction should provide a minimum of forty percent of the first floor wall surface in windows that face the street.

4. Building Materials

- a. Structures' facades should consist of durable and natural appearing materials.
- b. The use and design of materials in the composition of structures shall consider pedestrian level durability.

5. Building Massing and Articulation

- a. Flexibility in the division of larger buildings into smaller tenant spaces should be considered in the design and articulation of storefront modules.
- b. Facades should be well composed and articulated with a variety of materials and forms.
- c. Cornice lines, accent bands and other façade elements can create interesting shadow effects, contributing to the visual interest of a facade.
- d. Building entrances should be designed in a manner which breaks up the building mass and aids in pedestrian orientation.
- e. Building forms should be articulated by varying roof heights and wall planes. Long, unbroken volumes and large, unarticulated wall and roof planes are not appropriate.

- f. The layout of primary buildings and outlot buildings should be varied to achieve an interesting visual environment.
- 6. Multiple-story taller buildings may be acceptable where compatible with adjoining uses and designed to minimize the appearance of building bulk and mass. This can be accomplished through upper story setbacks, changes in building materials, and the articulation of building details.
- 7. Signage
 - a. Sign design for the Downtown Overlay District is not based on a specific theme or style, but rather should be an extension of the primary building quality and aesthetics.
 - b. Wall signs should be integrated to appear part of the building façade.
 - c. When there are multiple tenants for commercial uses, all signs should be consistent and architecturally integrated in the form of size, shape, color, materials, lighting, and placement.
 - d. Visible raceways and transformers for individual letters are discouraged.
 - e. In general, signs should enhance the visual interest and remain subordinate to the overall character of the downtown area.
 - f. Wall signs should be located on the upper portion of the first floor storefront and should be centered within an area uninterrupted by doors, windows, or architectural details.
 - g. Sign mounting brackets and support structures should match other fixture materials used on the façade of the building.
 - h. To convey a subtle appearance, the use of back-lit or reverse channel letters with halo illumination rather than internally-lit signs are encouraged.
 - i. Façade mounted fin signs should be perpendicular to the facade of the building and at least 8 feet above the sidewalk. The outside edge must be at least 2 feet from the curb line, and no more than 4 feet from the face of the building.
 - j. Window signs should be limited to 25% coverage of the window area, including temporary and "sale" signs. Seasonal window displays and seasonal lighting may exceed this coverage for a maximum of sixty days. Internally illuminated flashing signs in windows are prohibited.
 - k. Wall mounted signs located above the store front area, or signage should be integrated into the design of the facade, taking on characteristics of the scale, lines and features of the façade.
 - l. For two story buildings a horizontal transition element should be utilized between the first floor and upper stories. Typically, this is a location for signage, canopies or awnings. The detail should break the plane of the wall surfaces and create a frame for the first floor storefront design.
- 8. Parking Lots.
 - a. Surface parking lots should ideally not create significant gaps along the street and sidewalk. Any surface lot in the district should:
 - i. Use landscaping, trees, colonnades or other construction to maintain the line formed by buildings along the sidewalk.

- ii. Make sure there is adequate perimeter landscaping that is high enough to screen but low enough to let people feel safe.
- iii. Interior landscaping should especially include shade trees.
- iv. Provide adequate direction and information signs for motorists.
- v. Lots should be hard surfaced (asphalt, concrete)
- vi. Parking lots fronting Main Street are allowable as long as they directly service an adjoining business and do not represent a majority of the landowner's holding. Curb cuts into the parking area from Main Street would be allowable to allow vehicular ingress into the parking area.
- b. Any newly developed or improved open space accessible to the public should generally:
 - i. Create a comfortable and interesting place to rest.
 - ii. Let people clearly know it's there and that it's accessible.
 - iii. Provide plenty of seating (about one linear foot for every 30 square feet of paved open space).
 - iv. Have enough lighting to create a safe nighttime environment.
 - v. Use fountains or other water features.
 - vi. Incorporate public art.

9. Landscaping

- a. For the sake of visual continuity, large shade trees should be planted in the right-of-way every 25 feet to 35 feet along the curbline in order to create a continuous canopy.
- b. A mix of ornamental and shade trees can be planted outside the right-of-way for both shade and visual variety.

10. Lighting

- a. Lighting of building facades or the use of architectural lighting that results in hot spots on a building wall is highly discouraged.
- b. The use of bollard lighting for pedestrian pathways and parking areas is encouraged and is preferable to lights mounted on walls, posts or standards.

11. Access, Parking and Circulation

- a. Provide walkways adjacent to roadways, but separate from the curb whenever possible with landscaping, a bicycle lane, or on-street parking.
- b. All multi-family dwelling units shall provide a minimum of 1 off street parking space per dwelling unit. For multi-family dwelling units of 5 and above, there shall be additional spaces for guest parking as provided in the following chart:

<i>Dwelling units</i>	<i>Guest Parking Spaces</i>
5-7	1
8-11	2
12-15	3
16-19	4
20-23	5

24-27

6

28 +

1 additional space per dwelling unit.

12. Open Space and Amenities

- a. Outdoor common areas including hardscape plazas, green spaces, water features and play areas are desirable elements and should be treated as visual and functional focal points.
- b. The use of public art is encouraged.
- c. Integrate plazas and other spaces of varying scales to provide rest, relaxation and outdoor dining opportunities for shoppers and other visitors. Spaces should be conveniently positioned adjacent to walkways and buildings.
- d. Site features should be varied in color, pattern and texture within a coordinated palette that relates to the building architecture. High quality materials and finishes should be used throughout.
- e. Where practical, benches, water fountains and waste receptacles should be visually and functionally coordinated with the overall site design. The location of waste receptacles should be provided as part of the development plan.

13. Screening

- a. Utility cabinets and pedestals should be located where they can be screened from view.
- b. They should not be located within a landscaping island in a parking lot where they are subject to vehicle damage. Consideration should be given to accessibility for required service and maintenance of such facilities.
- c. Dumpsters should be fully screened from view with durable building materials that are coordinated with the overall building design.
- d. Rooftop mechanical equipment shall be screened by architectural elements and painted to match the color of the roof.
- e. Where feasible, loading, service and equipment areas should not be visible from public roadways or parking areas.
- f. Outdoor storage areas should be located behind or beside buildings and be shielded from view of the street.

14. Mixed-Use Development

- a. Mixed use development is highly encouraged, specifically providing commercial retail on the street level and residential/office uses on second and higher stories.
- b. The residential portion of a mixed use building should incorporate typical residential features such as porches and balconies that offer façade articulation and transparency.
- c. Residential balconies should be recessed and not overhang above the public right of way.
- d. Additions should be designed so as not to obscure, alter or destroy the character of the original building when viewed from a public right-of-way.

15. Setbacks

- a. All new construction shall have lot coverage of at least (50%) of the lot area.
- b. All new buildings constructed are encouraged to have set backs of at least 10 feet from the street right of way.
- c. All new buildings should be setback from alleyways at least 25 feet to allow for parking.

16. Snow removal areas

- a. For any multi-family dwelling of 3 or more units, a snow removal area shall be designated that will not interfere with the normal requirements for parking, sight triangles or landscaping.

17. Garbage collection areas

- a. For any multi-family dwelling of 3 or more units, a garbage collection area shall be designated. The designated garbage area must be screened.

18.5.15.04 Permit Process

- a. All proposed developments within this zoning overlay district shall apply for a building permit through the City Building Inspections Office. The plan review shall include the proposed development's consistency with the guidelines established in this Ordinance. If the City staff believes that the project is insufficient, the project will be referred to the Planning and Zoning Commission for approval. If the project does not receive approval from the Planning and Zoning Commission, the developer may appeal the denial to the City Council.

**18.5.15.05 Change of Occupancy and Temporary Vending Permits
(beginning January 1, 2014)**

- a. All structures located within the Downtown Overlay District shall be inspected by the State Inspector for electrical and plumbing requirements when a change of occupancy or temporary vending permit(s) is(are) requested (no property shall need to be inspected more than once every two years). Any deficiencies found that threaten the safety of occupants shall be rectified before a certificate of occupancy is issued for a change in use or before a temporary vending license is issued.
- b. All structures located within the Downtown Overlay District shall be inspected by the City Building Official or designee made by the City Manager for structural and mechanical requirements when a change of occupancy or temporary vending permit(s) is(are) requested (no property shall need to be inspected more than once every two years). Any deficiencies found that threaten the safety of occupants shall be rectified before a certificate of occupancy is issued for a change in use or before a temporary vending license is issued. All property owners shall apply for a review at least 30 days prior to a certificate of occupancy permit or temporary vending permit is desired to be issued.

18.5.15.06 Demolition Permit

Before a demolition permit is authorized within the overlay district, the applicant shall also apply for a construction permit for a replacement building that complies with this title. If construction is not completed within 18 months, no temporary vending permit(s) shall be issued for the entire property until construction is completed.

18.5.15.07 Permitted Uses

- a. Residential units, either single family or multifamily shall be permitted uses within the district. The design of new buildings should coincide with the standards previously described. Residential units shall be allowed on the upper levels throughout the district. Ground floor units shall be allowed on Main Street between Middle and Junction and on Main Street between 2nd and 4th.
- b. Automotive, Motorcycle, ATV, etc. dealerships shall be conditionally permitted uses within the district. All proposed dealerships shall have adequate parking and off street and off alley service area.